

# **Washington Fire Commissioners Association**

presents

## **2009 SATURDAY SEMINAR SERIES**

**T**he Washington Fire Commissioners Association is pleased to offer members the 2009 Saturday Seminar Series. Class descriptions are outlined below; dates, times and locations are outlined on page two of this brochure. To register, please use the form provided. If you have questions concerning the seminars, please contact the WFCOA office.

### **Management vs. Governance: What is the Role of the Board of Fire Commissioners and Chief?**

This program, offered in Pasco and Ocean Shores, will feature the return of Fire District Attorney Frank Chmelik's seminar on the governance role of the fire commissioners in relation to the management role of the fire chief.

Seminar objectives include:

- ♦ Identifying the importance of the fire district's culture and outlining the elements of effective board action.
- ♦ Recognizing key strategies for successful board meetings and identifying the necessary components for sound decision making and methods of providing positive strategies to improve administrative staff productivity.

This seminar will provide:

- ♦ An extensive overview of the issues involved in reaching the goal of an effective management and governance relationship.
- ♦ Breakout work sessions to review and discuss budget based governance, strategic budgeting, and common process issues in which the board of commissioners will outline the proper role of the fire chief in his/her management of day-to-day district operations.

Don't miss this informative and highly interactive seminar that will offer concepts for boards of commissioners to improve interaction with staff and provide cost-effective fire and emergency medical services to your constituents.

### **Legislative Priorities: What Next? and**

### **MRSC: Who We Are and How We Can Assist Your Fire District**

The Legislative Priorities and MRSC programs will be presented in Chelan only. The morning session will feature a continuation of the successful 2008 Legislative Workshop with an emphasis on small group breakouts to review legislative priorities and define in greater detail issues of importance to the WFCOA membership. WFCOA lobbyists will also review the 2009 legislative session.

The afternoon session will highlight the many services provided by the Municipal Research and Services Center (MRSC) which was created to assist special purpose districts. MRSC services offered to fire districts include:

- ♦ An extensive list of sample documents and updated publications.
- ♦ Guidelines on the Open Public Meetings and Records Act.
- ♦ Guidelines on conflict of interest issues.
- ♦ And much more!

MRSC Legal Director Pat Mason will be on hand to review some of the "hot button" issues facing fire districts and how MRSC can assist in resolving them. The WFCOA appreciates the working relationship with MRSC and will be lobbying intensively to review funding for special districts access to this service.





## SEMINAR DATES, LOCATIONS & TIMES

### Pasco

#### SATURDAY, FEBRUARY 28th—PASCO RED LION HOTEL

##### A G E N D A

- 8:00 a.m.      *Registration & Continental Breakfast*
- 9:00 a.m.      **MANAGEMENT VS. GOVERNANCE: WHAT IS THE ROLE OF THE BOARD OF COMMISSONERS & CHIEF?**
- 12:00 p.m.     *Lunch*
- 1:00 p.m.      *Seminar continues*
- 3:00 p.m.      *Seminar concludes*

The Red Lion Hotel is located at 2525 N. 20th Ave., Pasco, WA 99301. The hotel telephone number is 509.547.0701.

### Ocean Shores

#### SATURDAY, MARCH 21st—SHILO INN OCEAN SHORES

##### A G E N D A

- 8:00 a.m.      *Registration & Continental Breakfast*
- 9:00 a.m.      **MANAGEMENT VS. GOVERNANCE: WHAT IS THE ROLE OF THE BOARD OF COMMISSONERS & CHIEF?**
- 12:00 p.m.     *Lunch*
- 1:00 p.m.      *Seminar continues*
- 3:00 p.m.      *Seminar concludes*

The Shilo Inn Resort is located at 707 Ocean Shores Blvd. N.W., Ocean Shores, WA 98569. The hotel telephone numbers are toll-free 1.800.222.2244 (reservations) or 360.289.4600 (main line). The guest room rate is \$119 per night. Visit [www.shiloinns.com](http://www.shiloinns.com) for more information on this hotel.

### Chelan

#### SATURDAY, MAY 30th—CAMPBELL'S RESORT CHELAN

##### A G E N D A

- 8:00 a.m.      *Registration & Continental Breakfast*
- 9:00 a.m.      **LEGISLATIVE PRIORITIES: WHAT NEXT?**
- 12:00 p.m.     *Lunch*
- 1:00 p.m.      **MRSC: WHO WE ARE & HOW WE CAN ASSIST YOUR FIRE DISTRICT**
- 3:30 p.m.      *Seminar concludes*

Campbell's is located at 104 W. Woodin Ave., Chelan, WA 98816. The hotel telephone numbers are 1.800.553.8225 (reservations) or 509.682.2561 (main line). Room rates vary depending on the type requested. Visit [www.campbellsresort.com](http://www.campbellsresort.com) for more hotel information. Other reservation options are: Caravel (1.800.962.8723); Darnell's (1.800.967.8149); Cabana Motel (1.800.799.2332); Best Western (1.800.468.2781).





# REGISTRATION INFORMATION, FEES & FORM

Registration fee includes continental breakfast and lunch at all seminars.

## **MEMBER REGISTRATION**

\$110.00

\$120.00 (at the door)

## **NON-MEMBER REGISTRATION**

\$210.00

\$220.00 (at the door)

- ◆ Handout of workshop material, continental breakfast and late registration will begin as outlined in the schedule on page two of this brochure.
- ◆ Be sure to bring a sweater or jacket to ensure your comfort (meeting rooms can be CHILLY!)
- ◆ If you have special dietary restrictions or concerns, please inform your server or a WFCA staff member.
- ◆ Please give 48 hours' notice for registration refunds from the WFCA.

Certificates of Training are available to seminar participants who wish to certify attendance at WFCA educational programs. A *Certificate of Training* will be provided, upon request, to any member participating in a WFCA educational program who would like a copy for his/her records. This voluntary program is aimed at helping members keep records of their administrative training and may enhance fire districts' risk management programs as well. Look for more information at the seminar you attend!

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✂ Cut along dotted line and return completed registration form to address indicated below.

✓ *Sign Me Up for the Seminar I've checked:*

- ☐ Pasco Red Lion Hotel—February 28 (Management vs. Governance)
- ☐ Ocean Shores Shilo Inn—March 21 (Management vs. Governance)
- ☐ Chelan Campbell's Resort—May 30 (Legislative Priorities & MRSC)

\_\_\_\_\_ County FPD No. \_\_\_\_\_

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Name & Title (as to appear on name badge)

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Name & Title (as to appear on name badge)

☐ Amount Enclosed \$ \_\_\_\_\_

☐ Bill the District

Please return completed registration form to:  
**WFCA, P. O. Box 134, Olympia, WA 98507 or fax to 360.664.0415**

**Questions? Call the WFCA office at 1.800.491.9322**